

ADMINISTRATIVE - INTERNAL USE ONLY

21 May 1982

MEMORANDUM FOR:

[redacted]
Chief, Regulations Control Division

STAT

FROM

: J. Kenneth McDonald
Chief, History Staff

SUBJECT

: Your memo dated 13 May 1982, subj:
[redacted] CIA History Staff

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1. This is to acknowledge receipt of the subject memorandum, which arrived here today, having first been misdirected to the FBIS in Key Building.

2. As requested, I shall let you know of any intended further action before 12 July 1982.

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[redacted]
J. Kenneth McDonald

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13 MAY 1982

MEMORANDUM FOR: Chief, History Staff

FROM:

[REDACTED]

STAT

Chief, Regulations Control Division

SUBJECT:

[REDACTED]

, CIA History Staff

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REFERENCE:

dated 5 November 1979

1. In accordance with the policy stated in [REDACTED] this memorandum serves as a reminder that [REDACTED] will expire 1 August 1982.

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2. Headquarters notices are intended to disseminate transitory information quickly; information of a continuing nature should be incorporated into an Agency regulation or handbook.

3. If it is necessary to extend the expiration date of a notice, the request requires written justification and the express approval of the Deputy Director for Administration.

4. Please acknowledge in writing the receipt of this reminder and indicate any further action intended no later than 12 July 1982.

[REDACTED]

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Attachment:

[REDACTED]

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This Notice Expires 1 August 1982

ORGANIZATION

25 January 1982

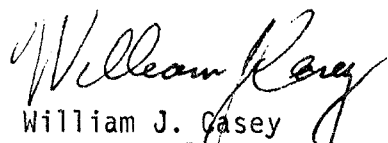
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CIA HISTORY STAFF

No Field Counterpart to this HN

1. The CIA History Staff, in the Office of the Director of Central Intelligence (DCI), has three principal objectives: to help preserve the Agency's historical records and institutional memory, to provide a specialized reference service, and to research and write the history of the CIA. The Chief Historian is responsible to the DCI for developing and implementing the Agency's History Program.

2. To accomplish its objectives, the History Staff is granted access to all Agency personnel and records, subject to the approval of the Deputy Director or Head of Independent Office concerned and the Executive Secretary. The History Staff may appeal a refusal to the DCI. Completed histories will be under the control of the DCI and the Deputy Director or Head of Independent Office concerned.


William J. Casey
Director of Central Intelligence

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